

		APPROVED MINUTES
	<p align="center">Kasson Township Planning Commission Regular Meeting</p> <p align="center">Monday, January 17, 2022 Kasson Township Hall - 10988 S Newman Rd.</p> <p align="center">MINUTES</p>	
1	Chairman Roush called the meeting to order at 7:00 PM. Pledge of Allegiance was recited.	CALL TO ORDER
2	<p>MEMBERS PRESENT: Commissioner Carter, Commissioner Noonan, Chairman Roush</p> <p>MEMBERS ABSENT : Vice Chairman Anderson, Secretary Schaeffer</p> <p>STAFF PRESENT: Zoning Administrator Cypher</p> <p>MEMBERS OF THE PUBLIC PRESENT: Tom Krause (Krause Realty Solutions), Allison Hubley-Patterson</p>	ROLL CALL
3	<p>Chairman Roush brought the Tentative Agenda to the floor for approval.</p> <p>Moved by: Carter, seconded by: Noonan to approve the agenda, as presented/corrected. [See Attachment "A" to these minutes.]</p> <p>Ayes: ALL CARRIED</p>	<p>AGENDA</p> <p>AGENDA APPROVED</p>
4	None	CONFLICTS OF INTEREST
5	None	PUBLIC COMMENT

6	<p>Moved by: Noonan, seconded by: Carter to approve the minutes of December 20, 2002, as presented / corrected.</p> <p>Ayes: ALL CARRIED</p>	<p>MINUTES APPROVED 12/20/2021</p>
7	<p>Correspondence received included the report from Secretary Schaeffer as he was absent for this meeting.</p>	<p>CORRESPONDENCE RECEIVED</p> <p>SECRETARY SCHAEFFER'S REPORT TO PC</p>
8		<p>AREA REPORTS</p>
8A	<p>Roush: No report</p>	<p>Chairperson</p>
8B	<p>Schaeffer: absent</p> <p>See item 7 above from Correspondence Received from Secretary Schaeffer. Motion carried regarding distribution of the draft of the amended Master Plan.</p>	<p>Secretary</p>

8C	Carter: No report	Township Board
8D	Noonan: No report	Board of Appeals
8E	<p>Cypher:</p> <p>1) No land use reports issued in December of 2021.</p>	Zoning Administrator
8F	Schaeffer: No report/absent	Technology Advisory Committee
9		UNFINISHED BUSINESS

9A	<p>Moved by: Carter, seconded by: Noonan to move that the Kasson Township Planning Commission send the draft of the amended Master Plan, known as version V.4 to the Kasson Township Board for their approval and comment and permission to release the document to the public and to the appropriate commissions, municipalities, public utilities, and other organizations for their review and comment, as prescribed by the Township Planning Act, being P.A. 168 of 1959, as amended, M.C.L. 125.321 et seq.</p> <p>Ayes: ALL</p> <p>CARRIED</p>	<p>Master Plan Vote to Approve V4.Document and Vote to Send V.4 To Township Board</p>
10		<p>NEW BUSINESS</p>
10A	<p>Zoning Administrator Cypher provided a brief summary of his work with Mr. Krause and Prince-Lund Engineering, PLC on the application for Krause Self-Storage. The group will soon finish some final tasks.</p> <p>Cypher introduced Mr. Tom Krause of Krause Realty Solutions who distributed copies of the project plans to the Commission members and made a brief presentation. Mr. Krause stated he has been in the mini-storage business since 1985. The self-storage site will be well-landscaped and plantings will be maintained. There will be no evening access and motion sensor security lighting will be installed. There will be no electricity in the storage units and no plumbing; however, these utilities will be installed in the office. Tenants will not be permitted to live in the storage units and the storage of hazardous materials is not permitted. The office will be staffed from 9:00 a.m. to 5:00 p.m. Monday through Friday, from 9:00 a.m. to 12:00 p.m. on Saturday and closed on Sunday.</p> <p>Cypher requested that a list of what is not permitted in the storage units be sent to him. He also requested an email from Krause indicating that the Fire Department approval had been received. Krause will forward both of these items to Cypher. Krause indicated that all zoning ordinance passages have been met.</p> <p>Krause resides within approximately four miles of the site and will monitor the property appropriately. Phase I will</p>	<p>Krause Self-Storage Project</p>

	<p>begin in the Spring of 2022 and Phase II will commence in 2023.</p> <p>Moved by Noonan, seconded by Carter to move that a public hearing be set for Monday, February 21, 2022 which is the next scheduled Planning Commission meeting.</p> <p>Ayes: All CARRIED</p>	
11	None	COMMENTS FROM THE PUBLIC

12	Anderson: absent	COMMENTS FROM THE COMMISSION- ERS
<p>Carter: Stated he will be in Lake Havasu on February 21st.</p> <p>Noonan: Stated that everything looked great.</p> <p>Roush: Roush and Cypher will contact all Committee members regarding their attendance at the meeting on February 21, 2022 to ensure that there is a quorum.</p> <p>Schaeffer: absent</p>		

13	Monday, February 21, 2022, 7:00 PM, Township Hall.	NEXT MEETING
14	<p>Moved by Carter, seconded by Noonan to adjourn the meeting.</p> <p>Ayes: All CARRIED</p> <p>The meeting was adjourned at 7:25 PM.</p>	ADJOURNMENT

APPROVED

Gerald R Raush

Commission Chair January 17, 2022

Minutes Prepared by Allison Hubley-Patterson
Recording Secretary

Allison Hubley-Patterson

Recording Secretary January 17, 2022

ATTACHMENT “A” - TENTATIVE AGENDA

v.0

KASSON TOWNSHIP PLANNING COMMISSION Tentative Agenda January 17, 2022

- 1. Call Meeting to Order/Pledge of Allegiance**
 - 2. Roll Call of Commissioners and Staff; Recognition of Visitors**
 - A. Commissioners present (roll call): Anderson, Carter, Noonan, Roush, Schaeffer
 - B. Staff - Cypher
 - C. Visitors present _____
 - 3. Consideration of Agenda: Additions or Deletions [*]**
 - 4. Declaration of Conflicts of Interest**
 - 5. General Comments from the Public**
 - 6. Approval of Minutes – December 20, 2021 [*]**
 - 7. Correspondence Received**
 - 8. Area Reports**
 - A. Chairperson - Commissioner Roush
 - B. Secretary - Commissioner Schaeffer [*]
 - C. Township Board – Commissioner Carter
 - D. Zoning Board of Appeals – Commissioner Noonan
 - E. Zoning Administrator's Report. - Zoning Administrator Cypher [*]
 - 9. Unfinished Business**
 - A. Master Plan Vote to Approve V4. document, and Vote to Send V4. to Township Board [*]
 - B.
 - 10. New Business**
 - A. Krause Self-Storage Project [*]
 - B.
 - 11. Comments from the Public**
 - 12. Comments from the Commissioners**
 - 13. Next Meeting:** February 21, 2022, 7:00 PM, Township Hall
 - 14. Adjournment**
- [*] - Following an agenda item means there is an attachment in the meeting packet.

Chuck Schaeffer
Commission Secretary

APPROVED

ATTACHMENT "B" - ZONING ADMINISTRATOR'S REPORTS

KASSON TOWNSHIP ZA'S MONTHLY PERMIT SUMMARY

PERIOD: DECEMBER 2021

DATE	PERMIT #	NAME	USE	RECEIPT CK.#	AMOUNT
THERE WE NO LAND USE PERMITS ISSUED FOR KASSON TOWNSHIP					

SIGNED:

TOTAL \$ -

Timothy A. Cypher

DATE: 1/6/2022

TIMOTHY A. CYPHER
KASSON TOWNSHIP ZONING ADMINISTRATOR
231-360-2557
TIM@ALLPERMITS.COM

ATTACHMENT “C”- PC correspondence

Secretary’s Report to Planning Commission

January 16, 2022

What needs to be accomplished at the January 17 meeting re: Master Plan

Fellow Commissioners,

Since last Wednesday, I suspected I had come down with Covid-19. I was able to confirm that on Friday when I was able to get a test kit.

As a consequence, I will not be attending the January 17 meeting of the Commission. Therefore I submit this report to you so that you have additional information for Item 9A of Old Business.

As you recall, we approved the last version of the Master Plan by discussing all of the highlighted areas in the document, and approved those changes that had been suggested by Commissioner Otto and others. The resulting version, V.4 was sent to the Township Board on January 6 for their meeting on January 8.

Despite the fact they directed the PC, thru our Board Representative, to let them review the draft before submitting to County Planning, and despite the fact that I had sent them at least 5 communications with information that the draft had not yet been sent to County Planning, the Board did not recognize what I thought they previously requested, nor the fact it had not yet been sent. Thus, they took no formal action on January 8.

Simultaneously, I began preparation to send the draft to County Planning with a call to Trudy Galla to check on timing and what other documentation needed to be sent. Fortunately, our conversation led to Trudy referring me to a checklist that explained the steps required by law, and how to document each.

I sent copies of the checklist to you all late last week. I have made comments in red, and struck out the language that does not apply to us. It is also found in the online handouts for this meeting.

I had seen this checklist in the past, but had forgotten that it existed. Once I found the checklist everything came back to me. I reviewed it, and found that we are now at Step 6 where the PC, needs a formal motion to send the draft to the Township Board for its review and permission to distribute it. (to County Planning, among other agencies.) Our motion last month was not exactly on target in its wording.

So at the January 17 meeting, I suggest that you consider the following motion:

I <commissioner> move that the Kasson Township Planning Commission send the draft of the amended Master Plan, known as version V.4 to the Kasson Township Board for their approval and comment and permission to release the document to the public and to the appropriate commissions, municipalities, public utilities, and other organizations for their review and comment, as prescribed by the Township Planning Act, being P.A. 168 of 1959, as amended, M.C.L. 125.321 et seq.

This action will fulfill the requirements of Step 6 of Checklist 11.

NEXT STEP IN THE PROCESS

Step 7 involves the review by the Township Board. If it approves, it must make a motion to approve distribution of the draft for the purpose of inviting review and comment.

At the same time or in the future, the Township Board may consider adopting, or not adopting, a resolution which asserts the right of the Township Board to approve or reject the plan amendment in Step 17.

Thus, if the Board chooses to adopt such a resolution, they have the final “bite at the apple” after steps 8-16 have been completed. If no such resolution is passed by the Board, the approved Plan stands as adopted by the Planning Commission.

If the Board adopts the resolution, and then they reject the plan, we address the Board’s objection and then go back to Step 12.

I urge you completely read, and then print out the Checklist and keep it handy as we move forward. This IS our roadmap for moving forward. I will keep the document up-to-date and copies available to you. Ultimately it will be filed with other appropriate documents as noted in the checklist.